

Learning Support Assistant

Trinity Academy

Person Specification

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Good GCSE English and Maths (at least grade B or 5 at GCSE) 	<ul style="list-style-type: none"> • Degree or equivalent • Relevant further qualifications around pastoral care • Qualified Teacher status
Experience	<ul style="list-style-type: none"> • Experience of working with young people with SEND • Experience of maintaining and manipulating computerised and/or paper based data/information 	<ul style="list-style-type: none"> • Current successful school experience • Experience of working with autistic individuals • Experience and understanding of the PDA profile of autism • Experience of using a Management Information System preferably SIMS. • Experience of safeguarding and pastoral roles in schools
Leadership and Management Skills	<ul style="list-style-type: none"> • Ability to manage time effectively, organise and prioritise workloads and work proactively to ensure objectives are fulfilled • Ability and willingness to work cooperatively as part of a team 	<ul style="list-style-type: none"> • The experience, where necessary, to give a clear lead on inclusion and managing learning and student achievement • Evidence of innovative and effective learning coordination

	<ul style="list-style-type: none"> • Ability to help us build on the breadth of the educational experiences we offer both in and out of the classroom • Respect for the professional expertise of others • Ability to be managed by others, using constructive feedback to improve your performance 	
<p>Personal attributes</p>	<ul style="list-style-type: none"> • Enthusiastic, perceptive and fair • Record of excellent practice • Ability to provide guidance, advice, instruction and support and challenge for students and for staff • A personal commitment to quality and excellence that will take the Academy forward • Unflappable • Good sense of humour • Ability to handle information securely and confidentially • An understanding of the needs and values of different communities, in particular the different cultures the Academy serves • Genuine care for all students, especially the disadvantaged and 	<ul style="list-style-type: none"> • Record of developing and maintaining good relationships with students and wider school community • Knowledge and expertise in how people learn • A clear vision on the position of student welfare and inclusion in the Academy over the next 5 years

	<p>vulnerable</p> <ul style="list-style-type: none">• Belief in and commitment to the values and vision of Trinity and passion for contributing to realising our mission	
Communication Skills	<ul style="list-style-type: none">• High standard of written and verbal communication skills• Be able to communicate with care and respect to students, staff, parents and carers	<ul style="list-style-type: none">• Experience of leading meetings